

## IVR PROCEDURE FOR FIRE PERMIT INSPECTIONS REQUESTS

Follow the standard procedure for requesting an inspection through the IVR system (as stated on reverse), but when prompted, **leave a message for the Fire Inspector with a phone number where you can be reached between the hours of 6:00 am to 4:30 pm. The Fire Inspector will contact you the next business day to confirm the date and arrange an inspection time.** Based on inspector availability, the inspection request may be rearranged to a different day and/or time during this call.

**NOTE:** Your inspection is **NOT** scheduled until the Fire Inspector confirms the date and time.

When making multiple inspection requests, each request must be made separately, using the fire permit number for which the work is authorized. This can be done during the same phone call by following the prompts.

**EXAMPLE:** A project with the fire alarm and overhead fire sprinkler permits would need to request the (509) Fire Alarm Systems (final) using the fire alarm permit number, then request the (523) Automatic Sprinkler System (OH final) using the overhead fire sprinklers permit number.

If you have difficulty scheduling the inspection, you may press "0" during normal business hours (Monday through Friday from 8:00 am to 5:00 pm) and a staff person will assist you.

Please call (480) 350-8341, Option 1 with any questions.



**Development Services**  
▼  
**Building Safety Division**

## IVR Fast Track Instructions

1. Dial **(480) 350-8072**
2. Press 1 for English or 2 for Spanish
3. Press 1 to schedule an inspection \*
4. Press 1 for a (BP), 2 (CA), 3 (FR), 5 (ZP) and 6 for (SGN)
5. Enter the numeric portion of the permit
6. Enter inspection code number followed by the # sign
7. Press 1 for next business day inspection or listen to the prompts for an alternate day
8. Press 1 to end the call and hear your call (confirmation) number **OR** Press 2 to request additional inspections under the same permit number

### \* OTHER AVAILABLE OPTIONS AT STEP 2

**Press 2** to cancel an inspection, then follow the prompts (must be done before the scheduled inspection day)

**Press 3** to obtain inspection results, then follow the prompts (the inspector may have left a message for you).

**Pressing the # sign** will allow you to back up one step

**Building Safety Division**

31 East 5<sup>th</sup> Street  
Tempe, Arizona 85281  
Phone: (480) 350-8341, Option 1  
Fax: (480) 858-2073



**Building Safety Division**

**INTERACTIVE  
VOICE RESPONSE  
(IVR) INSPECTION  
CODES**

**Development Services  
Building Inspections Section**



**IVR Telephone: (480) 350-8072**

## IVR Permit Inspection Codes

To provide a better service to the community, the City of Tempe Development Services Department has an Interactive Voice Response (IVR) system that allows customers to schedule inspections through touch-tone phones. The IVR is an automatic telephone system that allows the scheduling of inspections using the permit type and the numeric part of the permit. Rotary-dial phones do not work with the IVR system.

Before calling, you will need the six (6) digit permit number and one or more of the inspection codes listed on this brochure. **Call (480) 350-8072** from a touch-tone phone. You will be prompted through the process. **For an estimated time of arrival, call (480) 350-8341, Option 1, between 6:00 AM to 6:30 AM the morning of your inspection.** When there are multiple permits (building, fire, engineering, etc.) associated with a project, the inspection request(s) must be made using the appropriate permit number for which the work was authorized. Please call (480) 350- 8341, Option 1, with any questions regarding the IVR system or inspection codes.

| CODE | STRUCTURE  |
|------|--|
| 101  | Footing trench and rebar*  |
| 103  | Stem wall/retaining wall*  |
| 105  | Building pre-slab  |
| 107  | Reinforced masonry pre-grout*  |
| 109  | Structural steel frame/bolts*  |
| 111  | Tilt panels*   |
| 113  | Deck weld/welding*   |
| 115  | Structural concrete*   |
| 117  | Epoxy anchors*   |
| 125  | Exterior strap and shear   |
| 127  | Roof nail ( <i>commercial</i> )  |
| 131  | Framing ( <i>includes any MEP</i> )  |
| 133  | Sound control insulation   |
| 134  | Stucco lath  |
| 145  | Gypsum wallboard   |
| 151  | Fire safing/spray applied fire-proofing*                                   |
| 153  | Fire caulking/sound control caulking                                       |
| 155  | Smoke/fire dampers/test  |
| 157  | Smoke control system/test*   |
| 161  | Above ceiling ( <i>suspended</i> )   |
| 165  | Fire sprinkler overhead ( <i>TI addition/alteration 30 heads or less</i> ) |

| CODE | STRUCTURE   |
|------|---|
| 175  | Fire sprinkler final ( <i>TI 30 heads or less</i> ) |
| 181  | Building courtesy                                   |
| 191  | Building demolition final                           |
| 199  | Building final (including any MEP)                  |

| CODE | PLUMBING                         |
|------|----------------------------------|
| 305  | Groundwork DWV                   |
| 335  | Water piping (groundwork)        |
| 341  | Sewer                            |
| 345  | Water service                    |
| 351  | Rough DWV/Water piping           |
| 355  | Medical gas/test                 |
| 361  | Gas piping/test                  |
| 365  | Water heater (replacement final) |
| 381  | Courtesy                         |
| 391  | Demolition final                 |
| 399  | Final                            |

| CODE | ELECTRICAL  |
|------|---|
| 205  | Ufer  |
| 206  | Underground   |
| 207  | Rough-in  |
| 208  | Panels  |
| 235  | Service equipment                                       |
| 255  | Temp. pole/pedestal (const. power/holiday lots)         |
| 256  | Service/panel(s) power (energize for equipment testing) |
| 265  | Service upgrade/replacement                             |
| 281  | Courtesy  |
| 291  | Demolition final  |
| 299  | Final   |

| CODE | MECHANICAL               |
|------|--------------------------|
| 405  | Underground              |
| 435  | Rough                    |
| 460  | Hood system              |
| 475  | Duct smoke detector/test |
| 481  | Courtesy                 |
| 495  | Demolition final         |
| 499  | Final                    |

| CODE | FIRE ( <i>See Reverse for Fire Inspection Procedure</i> ) |
|------|---|
| 503  | Rack storage  |
| 504  | Pre-action sprinkler system                               |
| 505  | Fire pump   |
| 509  | Fire alarm system   |
| 510  | Fire alarm system (TI)                                    |
| 512  | Fire alarm system (dialer)                                |
| 515  | Kitchen hood system (visual)                              |
| 516  | Kitchen hood system (function)                            |
| 518  | Remote FDC (200 lbs)                                      |

| CODE | FIRE ( <i>continued</i> )              |
|------|--|
| 520  | Automatic sprinkler system (TI)        |
| 521  | Automatic sprinkler system (OH 200 LB) |
| 523  | Automatic sprinkler system (OH)        |
| 525  | UG tank installation                   |
| 526  | AG tank installation                   |
| 527  | Hazmat                                 |
| 532  | Fuel dispensers                        |
| 533  | Above ground LPG tank                  |
| 534  | Below ground LPG tank                  |
| 535  | Residential alternative fueling system |
| 540  | Tank removal                           |
| 550  | Special extinguishing agent            |
| 556  | Spray booth (function)                 |
| 560  | Underground tank vaults                |
| 570  | Compressed gas system                  |
| 572  | Medical gas system                     |
| 581  | Courtesy/Other                         |
| 582  |  |
| 583  |  |
| 592  | Opticom entry                          |
| 593  | Fire extinguisher                      |

| CODE | SIGNS             |
|------|-------------------|
| 999  | Sign permit final |

| CODE | PLANNING                               |
|------|--|
| 605  | Site lighting (photometric night test) |
| 699  | Planning final                         |

| CODE | MANUFACTURED/MOBILE HOME       |
|------|--------------------------------|
| 705  | Site location and zoning final |

| CODE | POOL/SPA             |
|------|----------------------|
| 805  | Pre-gunite           |
| 831  | Underground electric |
| 835  | Electric             |
| 841  | Gas piping/test      |
| 845  | Heater               |
| 899  | Pre-plaster/final    |

**\* Indicates a special inspection may be required. Special inspections are in addition to, NOT in lieu of, Building Safety inspections**

**Call (480) 350-8072  
to schedule an inspection**